

# City of Sumter



## **VACANT POSITION**

Collections -Meter Technician  
Utility Billing Department

**Job Purpose:** Under general supervision, performs cut offs and follow-up for delinquent accounts and other manual labor related to water meters.

**Minimum Qualifications:** High school diploma or equivalent; ability to follow written and oral direction; read a map and operate computer equipment (i.e. enter numbers and codes in a handheld device). Good oral and written communication skills and ability to work independently. Possess a valid S.C. driver's license.

Deadline to Apply: **Open until filled**

**NOTE: Please submit letter of interest to  
Human Resources Director**

Visit the City of Sumter website at [www.sumtersc.gov](http://www.sumtersc.gov)  
for an employment application and mail, fax or deliver to:

City of Sumter Human Resources  
21 N. Main Street  
Sumter, SC 29150  
Fax: 803-774-3984